



DEPARTMENT OF THE ARMY
United States Army Physical Disability Agency
2900 Crystal Drive, Suite 300
Arlington, Virginia 22202-3557

AHRC-D

19 December 2014

MEMORANDUM FOR Presidents, U.S. Army Physical Evaluation Boards

SUBJECT: Physical Evaluation Board (PEB) Procedural Guidance Memorandum #12: United States Army Physical Disability Agency (USAPDA) Implementation of Army Directive 2012-22.

1. Supersession: This memorandum supersedes Physical Evaluation Board (PEB) Procedural Guidance Memorandum #12, dated 8 November 2012, subject above.
2. Purpose: To update and reissue U.S. Army Physical Disability Agency (USAPDA) procedural guidance concerning changes in Physical Evaluation Board (PEB) in accordance with Army Directive 2012-12.
3. References:
 - a. DoDI 1332.18, dated 5 August 2014, Enclosure 3, Paragraph 3d.
 - b. Army Directive 2012-22, Changes to Integrated Disability Evaluation System Procedures, 9 October 2012.
 - c. AR 635-40, 8 February 2006 with Rapid Action Revision dated 29 March 2012.
4. Implementing guidance for two-member informal PEBs.
 - a. Reference 3b, above, revises AR 635-40 to establish two-member informal PEBs under the parameters below.
 - (1) The minimum rank for all adjudicators is major or civilian GS 12.
 - (2) The two-member informal PEB is only for disability cases initiated under IDES. (A three-member informal PEB is required for all legacy and non duty-related cases.)
 - (3) The two-member informal PEB may be comprised of two military members, two civilian adjudication officers, or a military and civilian adjudicator (either the civilian adjudicator officer or a civilian physician assigned to the PEB. At least one member of the two-member informal PEB must be a non-physician. Except for the situations listed at 4b(5) and (6), below, a physician member is not required.

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(4) In case of a split opinion, a third voting member will be assigned to provide the majority vote. The case for statistical purposes becomes a three-member informal PEB.

b. The USAPDA supplements the above requirements as described below.

(1) For cases processed in the electronic Physical Evaluation Board (ePEB) system, the two members may be assigned to any of USAPDA's PEBs.

(2) The PEB presidents will designate in writing military members in the rank of major or above, or civilians in the grade of GS-12 or above as presiding officers. Minimum requirements for presiding officers include: attendance at a USAPDA conducted certification course; three months experience adjudicating IDES cases; and demonstrated mastery of statutes, policies, and procedures that impact adjudicative decision making as attested to by the PEB president.

(3) A presiding officer must be included as one of the non-medical members.

(4) For cases of Soldiers of the Reserve components, one of the adjudicators must be Reserve component.

(5) Without regard to whether the MEB has found these conditions cause for referral, a medical member will serve as one of the two-member informal PEB when the case includes the following conditions:

(a) One or more behavioral health diagnoses (anxiety disorders, not otherwise specified; post traumatic stress disorder, etc.) in conjunction with one or more concussive conditions (traumatic brain injury, post concussive headaches, etc.).

(b) Any other condition(s) designated by the Director/Commander, USAPDA, or to the Assistant Director/Deputy Commander, when so delegated.

(6) Informal PEBs considering cases that include eight or more conditions that the MEB has determined fail medical retention standards must include a medical member.

5. Use of noncommissioned officers as PEB members. In accordance with references 1a and b, above, a noncommissioned officer serving in the rank of sergeant major or above and familiar with duty assignments may serve as the personnel management member on formal PEBs on enlisted Soldiers referred under the IDES or legacy processes.

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7. Point of contact for this memorandum is MAJ Keith Toler at (703) 325-1557, keith.d.toler.mil@mail.mil.

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